



# CHAIRPERSON

## TECHNICAL COMMITTEE

### KEY RESPONSIBILITIES

#### Gymnastics NZ Liaison

CEO

To lead and facilitate the effective workings of the Technical Committee so that it conducts its business in accord with the Technical Committee Terms of Reference and Regulations by –

- Ensuring the overall direction and focus of the Code is consistent with the objectives and strategies as set out in the Gymnastics NZ Constitution, the General Rules and Regulations and the Strategic Plan.
- Working in collaboration with the assigned GNZ liaison person to establish a draft annual (including measures) Work Plan by 31<sup>st</sup> October of the previous year for review and final sign-off by the CEO.
- Responsible for driving the output of individual TC Members on the agreed actions required of them including those outlined in their respective role descriptors covering coaching, judging, performance and competition.
- As agreed with the Chief Executive, the Chair of the Technical Committee may co-opt individual/s on to the TC as necessary in compliance with the parameters outlined in Regulations.
- Where appropriate, be available to be consulted by, or liaise with, Gymnastics NZ employees and the wider Code community.
- Manage all complaints in line with the GNZ Complaints Policy. Where the complaint type is not covered by the Policy, refer to the CEO for advice.
- In conjunction with the TC Competitions Advisor, set the Agenda and run the TC forum at the National Championships.
- Consult with the Chairperson of other Technical Committees to share best practice and cross Code alignments.
- Administer a minimum of three Technical Committee meetings per year and, where required, attend meetings requested by the Gymnastics NZ Board or Chief Executive Officer.
- Conduct an annual review of each individual TC Member against their respective role descriptor

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followed by a report to the CEO summarising performance and achievements against responsibilities of the collective by 31<sup>st</sup> October.

Desired criteria:

- Excellent organization, administration, planning skills.
- Experience leading and managing teams driving effective outcomes.
- A demonstrated understanding of governance principles and their application in a committee/advisory group environment.
- Ability to develop effective stakeholder relationships.
- Strong interpersonal and communication skills.
- Sound technical knowledge of the Code would be an advantage.